

Macomb Community Action Advisory Board
Executive Committee Meeting
April 14, 2009

The Macomb Community Action Advisory Board Executive Committee met on Tuesday, April 14, 2009 in the VerKuielen Building, MI Works! Conference Room-Suite 11, 21885 Dunham Rd., Clinton Township, MI.

MEMBERS PRESENT:

Mary George, Chair
Denise Amenta
Jessica Cheshire
Eudora McKinney

MEMBERS EXCUSED:

Norman Bordo
John Bierbusse
Commissioner Torrice

STAFF PRESENT:

Frank Taylor
Mary Solomon
Holly Ehrke

1. Call to Order

The meeting was called to order by Chair George at 11:55 a.m.

2. Determination of a Quorum

It was determined that a quorum was established with 4 members present.

3. Approval of the Agenda

Denise Amenta, supported by Eudora McKinney, made a motion to approve the Agenda as submitted. Motion carried.

4. Public Comment

Chair George stated that this committee operates under the Open Meetings Act and asked if anyone was present who wished to address the Committee. There being no one present requesting this privilege, Chair George proceeded with the meeting.

5. Approval of February 10, 2009 Minutes

Eudora McKinney, supported by Jessica Cheshire, made a motion to approve the February 10, 2009 minutes. Motion carried.

6. Recommend Head Start Policy Council By-Laws with Revisions to Full Board

Mr. Taylor presented the Head Start Policy Council By-Laws revisions. He stated the Head Start Policy Council By-Laws revisions will be presented to all the MCAAB Committees for their review and questions, concerns and recommendations. At the June 9, 2009 Full Board MCAAB meeting the By-Laws will be presented for approval.

The following recommendations to the Head Start Policy Council By-Laws were made:

- Mary George – Page 4 – Section C. – Policy Council Secretary

The Policy Council Secretary shall attend all meetings and is responsible to ensure that they take accurate notes to assist the staff Secretary in taking the minutes. The Policy Council Secretary shall **than** work with the staff Secretary to ensure the minutes of the meeting are accurate prior to presenting the minutes to the Head Start Director and the Policy Council Chair for review.

The Policy Council Secretary takes notes to be submitted to the Secretary for information sharing in the Policy Council Newsletter which is distributed to every parent through the classroom PICL folders.

The word **than** should be **then**.

- Eudora McKinney suggested that the word “children” should be replaced with “students” throughout the Head Start Policy Council By-Laws.

7. Recommendation to Approve the DOE Weatherization Assistance Program PY 09 Local Service Plan (period covering 4/1/09 – 3/31/10)

Mr. Taylor presented the DOE Weatherization Assistance Program PY 09 Local Service Plan (period covering 4/1/09 – 3/31/10). Mr. Taylor stated:

- The Grant Period is April 1, 2009 through March 21, 2010.
- Funding Amount PY09 allocation is \$669,036.
- Funding Utilization will allow MCCSA to weatherize 87 units.

Denise Amenta, supported by Eudora McKinney, made a motion to approve the DOE Weatherization Assistance Program PY 09 Local Service Plan (period covering 4/1/09 – 3/31/10). Motion carried.

8. Recommendation to approve the DOE – S (Stimulus/ARRA) Weatherization Assistance Program Plan (period covering 4/1/09 – 3/31/12)

Mr. Taylor presented the DOE – S (Stimulus/ARRA) Weatherization Assistance Program Plan (period covering 4/1/09 – 3/31/12). Mr. Taylor stated:

- The Grant Period is April 1, 2009 through March 31, 2012.
- Funding Amount will be \$8,127,986,
- Funding Utilization will allow MCCSA to weatherize 1,166 dwellings.

Eudora McKinney, supported by Jessica Cheshire, made a motion to approve the DOE – S (Stimulus/ARRA) Weatherization Assistance Program Plan (period covering 4/1/09 – 3/31/12). Motion carried.

9. Recommendation to receive The Emergency Food and Assistance Program (TEFAP) FY 2009 funds

Ms. Solomon presented the Emergency Food and Assistance Program (TEFAP) FY 2009 funds. She stated the TEFAP funding for 2009 provides funding for Commodities and funds for Administrative support. The Administrative funds may be used to purchase a larger refrigeration unit for the Warehouse.

Ms. Solomon stated when the State of Michigan Department of Education sends official notification of funding the MCAAB Executive Committee will be updated.

Denise Amenta, supported by Jessica Cheshire, made a motion to receive The Emergency Food and Assistance Program (TEFAP) FY2009 funds. Motion carried.

10. Recommendation to receive The Emergency Food and Assistance Program (TEFAP) – ARRA funds.

Ms. Solomon presented the Emergency Food and Assistance Program (TEFAP) – ARRA funds. She stated the Agency will receive additional Administrative funds to be used only for costs related to the receipt and distribution of ARRA food received and distributed prior to September 30, 2009.

Ms. Solomon stated when the State of Michigan Department of Education sends official notification of funding the MCAAB Executive Committee will be updated.

Denise Amenta, supported by Eudora McKinney, made a motion to receive the Emergency Food and Assistance Program (TEFAP) – ARRA funds. Motion carried.

11. Recommendation to receive FEMA – Emergency Food and Shelter Program – Phase 27 funds

Ms. Solomon presented information on the FEMA Emergency Food and Shelter Program (Phase 27 funds). She stated the Emergency Food and Shelter Program – Phase 27 Award letter was received. Macomb County will receive the following:

- \$100,000 for Food
- \$ 96,521 for Rent and Mortgage assistance.
- For a total of \$196,521.

Eudora McKinney, supported by Jessica Cheshire, made a motion to receive the Emergency Food and Shelter Program (Phase 27) funds. Motion carried.

12. Emerging Issues

- Ms. Amenta distributed flyers for the “Spring for the Homeless” Benefit dinner and live Tribute Show. The event will be held April 30, 2009 at DeCarlo’s Banquet and Conference Center in Warren. Cost \$30 per person
- Ms. Amenta stated she would not be able to chair the Planning Committee Meeting on the 30th and requested it be changed to May 1st. Mr. Taylor stated he would call Committee members to check their availability for May 1st.

13. Other Business

- Mr. Taylor announced the Head Start Peer Review will be conducted the week of May 3rd. He asked the Executive Committee members if they could meet with the Peer Review members before the May 5th Executive Committee Meeting. The Committee members stated 11:00 would be fine.
- Mr. Taylor announced that the Samaritan House in Washington Township agreed to house an Action Center staff person (on an as needed basis) there at no cost.
 - Eudora McKinney offered a room at the Michigan Rehabilitation Services Office in Roseville for an Action Center staff person.
 - Denise Amenta suggested St. Leonard’s on 9 Mile Road in Warren.

14. Schedule Next Meeting – May 5, 2009 (MI Works! Conference Room-Suite 11)

15. Adjournment

Eudora McKinney, supported by Denise Amenta, made a motion to adjourn at 1:07 p.m.
Motion carried.

Respectfully Submitted

Holly Ehrke